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National Capital Consortium
UNIFORMED SERVICES UNIVERSITY
OF THE HEALTH SCIENCES
F. EDWARD HEBERT SCHOOL OF MEDICINE
4301 JONES BRIDGE ROAD
BETHESDA, MARYLAND 20814-4799

GRADUATE MEDICAL EDUCATION COMMITTEE MEETING

03 October 2007 1500 Hours
Board of Regent Room, D3001, USUHS

OPEN SESSION MINUTES

The National Capital Consortium Graduate Medical Education Committee met Wednesday, 03 October 2007, 1500 hours. A quorum was present.

OLD BUSINESS:

Approval of Minutes: The minutes from the September 7, 2007 NCC GMEC meeting were approved as written.

- III.B.10.e Continuing Program Director Searches:** The following are ongoing NCC Program Director Searches: **NCC Integrated Transitional Year Residency Program** (Initiated 20 July 07), pending Search Committee Recommendation, packet Forwarded to the Search Committee on 02 Oct 07; **NCC Family Medicine – Psychiatry Residency Program** (Initiated 23 May 07), pending Board of Director approval of Search Committee Recommendation.

Selection for Program Directors: LTC (P) Michael Nelson, MC, USA, **NCC Allergy Immunology Fellowship Program**, effective 19 September 2007; LTC Michael K. Rosner, MC, USA, **NCC Neurosurgery Residency Program**, effective 01 October 2007

- III.B.10.e Selection of Associate Program Directors:** LTC Stuart A. Roop MC, USA, **NCC Pulmonary/Critical Care Medicine Fellowship Program**, effective 12 September 07; LCDR Jonathan M. Gibbons, MC, USN **NCC Anesthesiology Residency Program**, effective 01 October 07

Certificate of Appreciation: COL Bryan L. Martin, MC, USA, **NCC Allergy Immunology Fellowship Program**, 1999-2007.

The Committee voted without objection to approve the selections. Congratulations to all!

NEW BUSINESS:

- III.B.1 Resident Representative Issues:** No issues were presented.

- III.B.11 Committee Responsibilities:** Dr. Gunderson reported on behalf of the Internal Review Subcommittee. (Attachment1). Ms. Diann Richko, was introduced and will serve as the NCC Internal Reviews Manager.

1. Internal Review Tracking Issues:

a. 2007 issues: Dates for the Pain Medicine and Vascular Surgery Internal Reviews have been identified. Dates for the Family Medicine and Sports Medicine Internal Reviews are pending. The second reviewer from WRAMC has not been confirmed.

b. 2008 issues: There are six Internal Reviews currently scheduled for 2008. A Chairman for Sleep Medicine must be assigned before the next meeting.

2. Reviews: None.

3. Follow-up of prior reviews:

a. Pediatric Gastroenterology: The following responses were submitted in response to the items of concern noted in the internal review of the NCC Fellowship performed on May 8, 2007 and reported to the GMEC on June 13, 2007.

1. Citation: Limited nursing support. Response: *Since the time of the Internal Review, there has been approval for a second dedicated nursing position in Pediatric Gastroenterology to assist our current nurse specialist. An additional area of nursing shortage has been in the Pediatric Sedation unit, which traditionally supports approximately 40% of Pediatric GI procedures. A new Licensed Independent Provider (pediatric nurse practitioner) has been hired by Pediatrics for the unit. Evaluation by Subcommittee on IR:* The response is adequate but will require follow-up by the Subcommittee staff to document additional nurses are hired.
2. Citation: Research is limited. Response: *The Pediatric Gastroenterology program has only four staff, including the program director. Two staff members are in the process of preparing clinical protocols. Two third-year fellows both have had research successes. Review of 2006-2007 reveals 2 publications, 4 published abstracts and one oral presentation at a national meeting. Two additional papers have been submitted for publication. Furthermore, both of the current third year fellows have two presentations each at the upcoming meeting of the North American Society of Pediatric Gastroenterology, Hepatology & Nutrition (NASPGHAN). These include three posters and one oral presentation. In addition, two pediatric residents have poster presentations at the same meeting for which they were mentored by Pediatric Gastroenterology staff, and one resident will also be participating in the NASPGHAN Teaching & Tomorrow Program for residents interested in a career in Pediatric Gastroenterology. Evaluation by Subcommittee on IR:* The IR Subcommittee evaluated the number of papers and abstracts and considered them satisfactory evidence of scholarly activity.
3. Citations: Residents should develop individual learning plans. Responses: *The "Fellow Center" of PediaLink (AAP) is identified as a mechanism by which to achieve the development and maintenance of a fellow's learning plan. At the upcoming meeting of the Association of Pediatric Program Directors, October 3-5, 2007, Dr. Sullivan, the Pediatric Gastroenterology Program Director, will receive training on how the PediaLink website can be used to develop ILP's for fellows. Evaluation by the Subcommittee on IR:* The response was adequate but the Subcommittee recommends that the GMEC request the Program Director to make a short presentation at their next meeting on the lessons learned at the training session for Program Director development.
4. Citation: No documentation of meetings among Pediatric subspecialty directors and the PD of the Core program. Response: The program director states that the subspecialty program directors meet and that these meetings are documented, but the

core pediatrics program director has not been attending the meeting. The core Pediatrics program director has monthly education meetings where all faculty are encouraged to participate. Evaluation by the Subcommittee on IR: The Subcommittee recommends that the GMEC require the Program Director of Pediatrics to forward minutes of the meeting with his subspecialty Program Directors where the core PD attends in time for review by the Subcommittee by its January 2008 meeting.

III.B.8 ACGME Correspondence:

- a. Obstetrics and Gynecology received 5 years accreditation with commendations and no citations. Their next Internal Review is scheduled for November 2009.
- b. ACGME has shortened the accreditation cycle for the residency program in Radiation Oncology to 2 years. A response was required by 1 Oct 2007. This was forwarded through the Administrative Director of the NCC and subsequently sent to the ACGME. The following concerns were listed and addressed by the PD in his response:
 - i. A Letter of Agreement must be developed with the Puget Sound Veterans Hospital and the Brachytherapy course in Seattle, Washington.
- c. Site visits: Ophthalmology site visit scheduled on 17 Jan 2008.

Internal Review Administrative Matters: COL William Gilliland (USUHS Medicine), LCDR Leonard Henry (NNMC Surgery), and MAJ Matt Wakefield (WRAMC Surgery) will serve as Internal Review Chairpersons.

- A. The next Subcommittee meeting is scheduled for October 29, 2007, 1500 hours, location to be determined.

Dr Fauver noted that all programs site surveyed after December 10, 2007, will be required to complete the new common PIF form which is available on the ACGME website.

The GMEC unanimously voted to accept the Subcommittee's report.

III.B.4.b Resident Work Hours Surveys:

Anesthesiology: COL Mongan reported that he recently reviewed the Resident Work Hours Survey with his residents to ensure they understood the content of each question. During the review, the residents were reminded of policies and procedures on how to evaluate staff and the program. Dr Mongan has developed a survey in myevaluation.com to monitor responses on a quarterly basis. If additional duty hour responses are identified as troublesome, he will conduct daily time sheets to verify compliance.

- III.B.10.a New Program Application:** COL Stephen Krivda MC, USA, presented a request to the GMEC for approval to establish a new GME **Dermatopathology Program** under the umbrella of the NCC. The Armed Forces Institute (AFIP) has provided training for military dermatopathologists for the past few decades. However, the fellowship program has ended because of the planned closure of the AFIP. The GMEC approved the request and it will be forwarded to the Board of Directors for approval. A copy of the complete justification request is attached to the original copy of these minutes

III.B.6 Competencies Committee: Major Klote reported that the committee did not meet.

Best Practices Presentation: LTC Moore gave a Best Practices presentation on the subject of

Patient Oriented Longitudinal Evaluation Care (POLEC). The POLEC aspires to serve as an instrumental means for assessing resident learning by integrating all core competencies in a single, unique teaching tool. If anyone is interested in receiving additional information they should contact LTC Moore at Kevin.moore@na.amedd.army.mil

III.B.10.d MOUs: Reminder that all new proposals should identify additional funding requirements, including anticipated TDY expenses.

- III.B.10.d**
- Proposed agreement with ***USA Wrestling in Colorado Springs***. This agreement would allow physicians in the Consortium's Sports Medicine Fellowship Program to receive training with USA Wrestling. NCC.07.154 LTC Kevin deWeber, MC, USA.
 - Proposed agreement with the ***University of Kentucky College of Medicine in Lexington***. This agreement under would allow the Consortium's Radiation Oncology Residents to receive clinical training at the University of Kentucky. NCC.07.166 Dr. David R. Gius
 - Proposed agreement with the ***MedStar-Georgetown University Medical Center*** was tabled until the GMEC meets again next month. NCC.07.165 LTC Nancy B. Black, MC, USA
 - Proposed agreement with ***International Business Machines, Inc. (IBM) in Research Triangle Park, NC***. This agreement would allow physicians in the Consortium's Occupational and Environmental Medicine Residency Program to participate in non-clinical training with IMB. Paragraph 5 of this agreement specifies that residents will not be involved in patient care while training at IBM. NCC.07.168 COL Timothy Mallon, MC, USA
 - Proposed agreement with the ***Washington Hospital Center (WHC)***. This agreement would allow physicians in WHC's Obstetrics and Gynecology Residency Program to receive training in reproductive endocrinology and infertility at the Walter Reed Army Medical Center. NCC.07.160 Col Christopher Zahn, USAF, MC

With the exception of the proposed agreement with the MedStar-Georgetown University Medical Center which was tabled until the November 2007GMEC meeting, the Committee voted to approve the MOUs.

INFORMATION ITEMS:

- **Appointment of Associate Program Director:** CV and a brief recommendation from the Program Director are required. POC – Ms Nimmons, snimmons@usuhs.mil
- Program Directors are reminded to complete and return Training Verifications as requested. POC – Ms Demmings, ddemmings@usuhs.mil
- **Final Evaluations for those trainees that recently graduated are to be forwarded to the NCC Office.**
- **Allied Health Subcommittee of the GMEC (AHSG):** 19 December 2007, 2:00 p.m., Board of Regents, USU
- **Next Internal Review Subcommittee Meeting:** October 29, 2007, Room location to be determined
- **Next GMEC Meeting:** November 7, 2007, 1500 Hours, Board of Regents, USU
- **Next Core Competency Committee Meeting:** November 7, 2007, 1400 hours, Board of Regents, Bldg D3001, USUHS
- **Annual ACGME Conference Early Bird Registration:** POC Ms Sha-Ron Nimmons, snimmons@usuhs.mil

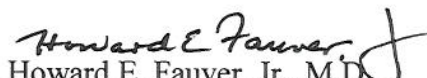
- **Next Executive Committee Meeting:** 25 October 2007, 1300 hours
- **Next Board of Director's Meeting:** TBD
- **Joint Selection Board:** 26-30 November 2007
- **Faculty Development Course:** 21 – 26 January 2008, Simulation Center, Forest Glen
- **NCC Graduation Practice:** June 18, 2008, 1300 hours, Strathmore
- **NCC Graduation:** Friday, June 20, 2008, 10-12 noon, Strathmore

ITEMS FROM THE FLOOR:

- LTC Munter reported that the Radiology Program received information from the Army GME office that apparently was discouraging applicants for over-subscribed specialties. He was concerned that this might have a negative effect on recruiting.
- LCDR Fletcher, NNMC, reported that until recently they have been doing on-the-job training for junior radiation physicists to get them board certified through the American Board of Radiology in medical physics. The Board is now requiring a 24 month official residency instead of on the job training. As of 2012 if a trainee doesn't get a residency they won't be able to sit for the boards. As a result, the NNMC is taking the on-the-job training and morphing it into a residency. The hope is that the residency will be under the umbrella of the NCC. A proposal was submitted for future review by the GMEC.
- COL Bryan L. Martin was re-elected as the Allergy RRC Chairman for an additional two years.
- COL Mallon reminded everyone of the change in the common program requirements as of 1 July 2007. During his recent site survey, his site visitor looked for two specific items in each trainee record. The first was the internship certificate and the second was a letter from the internship program director addressing the competency assessment that was done. COL Mallon also noted that the program directors guide to the common program requirements highlights the changes that are effective 1 July 2007.
- Dr Fauver reported that there is an updated list of the NCC agreements. PDs are strongly encouraged to review the list. PDs should contact Mr. Hawkins and Dr. Fauver if agreements are missing or inaccurately listed.
- Dr. Fauver reminded the GMEC that they must forward copies of all PLAs to the NCC administrative office. Please submit copies to Ms Demmings, ddemmings@usuhs.mil.

The meeting adjourned 1600 hours.

A Closed Session followed


Howard E. Fauver, Jr., M.D.
Administrative Director

Note: Reference in the left margin represents functional area of responsibility of the Graduate Medical Education Committee. Attached to these minutes are definitions of the eleven areas.